

**December 2, 2013 8:30 A.M.**

**JONES COUNTY BOARD OF COMMISSIONERS**

**REGULAR MEETING**

**JONES COUNTY OFFICE COMPLEX - COMMISSIONERS' ROOM**

**MINUTES**

**COMMISSIONERS PRESENT:**

Mike Haddock, Vice-Chairman

Joe Wiggins, Commissioner

Sondra Ipock-Riggs, Commissioner

**OFFICIALS PRESENT:**

Franky J. Howard, County Manager

Jennifer King, Clerk to the Board

Melissa Moore-Freeman, Finance Officer

**COMMISSIONERS ABSENT:**

Frank Emory, Chairman

Zack Koonce, III, Commissioner

The Vice-Chairman called the meeting to order and gave the invocation. A **MOTION** was made by Joe Wiggins, seconded by Sondra Ipock-Riggs, and unanimously carried **THAT** the agenda be approved as presented.

**MOTION** made by Joe Wiggins, seconded by Sondra Ipock-Riggs and unanimously carried **THAT** the minutes of November 18, 2013, be approved.

**PUBLIC COMMENT PERIOD:**

Chris Henderson, Clerk of Court, request that the jury commission be paid a flat rate rather than hourly. The employees are currently paid \$8.50 per hour plus mileage. Mr. Henderson suggested a flat rate of \$150 with no mileage.

**MOTION** made by Joe Wiggins, seconded by Sondra Ipock-Riggs, and unanimously carried **THAT** the jury commission be paid a \$150 flat rate with no mileage reimbursement.

**1. ELECTION OF CHAIRMAN AND VICE-CHAIRMAN**

At this point Mike Haddock turned the meeting over to Jimmie Hicks, County Attorney. Mr. Hicks explained the nomination and election process to the Board and opened the floor for nominations for Chairman. Joe Wiggins nominated Mike Haddock. There were no other nominations. **MOTION** made by Joe Wiggins, seconded by Sondra Ipock-Riggs, and unanimously carried **THAT** nominations be closed. Mike Haddock will serve as Chairman for the coming year.

The floor was opened for nominations for Vice-Chairman. Joe Wiggins nominated Sondra Ipock-Riggs. There were no other nominations. **MOTION** made by Joe Wiggins, seconded by Mike Haddock, and unanimously carried **THAT** nominations be closed. Sondra Ipock-Riggs will serve as Vice-Chairman for the coming year.

## **2. APPOINTMENTS TO OFFICES**

**MOTION** made by Sondra Ipock-Riggs, seconded by Joe Wiggins, and unanimously carried **THAT** Franky Howard be appointed as County Manager.

**MOTION** made by Joe Wiggins, seconded by Sondra Ipock-Riggs, and unanimously carried **THAT** Jennifer King be appointed as Clerk to the Board.

**MOTION** made by Joe Wiggins, seconded by Sondra Ipock-Riggs, and unanimously carried **THAT** Melissa Moore-Freeman be appointed as Finance Officer.

**MOTION** made by Joe Wiggins, seconded by Sondra Ipock-Riggs, and unanimously carried **THAT** Jimmie B. Hicks be appointed as County Attorney.

**MOTION** made by Sondra Ipock-Riggs, seconded by Joe Wiggins, and unanimously carried **THAT** Archie Hargett be appointed as Veterans' Service Officer.

## **3. PUBLIC HEARING - CDBG CLOSEOUT OF 2010 SCATTERED SITE**

**MOTION** made by Joe Wiggins, seconded by Sondra Ipock-Riggs, and unanimously carried **THAT** the board go into public hearing.

Franky Howard, County Manager, explained that the county received \$435,000 in federal CDBG funds to undertake scattered site housing activities throughout the County, including the clearance and replacement of four owner-occupied dwelling units. The floor was then open for questions or comments. There were no public comments.

**MOTION** made by Sondra Ipock-Riggs, seconded by Joe Wiggins, and unanimously carried **THAT** the board go out of public hearing.

**MOTION** made by Joe Wiggins, seconded by Sondra Ipock-Riggs, and unanimously carried **THAT** the CDBG Scattered Site Closeout be approved.

## **4. RESOLUTION APPOINTING REVIEW OFFICERS**

**MOTION** made by Joe Wiggins, seconded by Sondra Ipock-Riggs and unanimously carried **THAT** the Resolution Appointing Review Officers be approved, a copy of which is marked Exhibit A and is hereby incorporated by reference and made a part of these minutes.

## **5. BOARD APPOINTMENT - DOWN EAST RPO TAC COMMITTEE**

**MOTION** made by Sondra Ipock-Riggs, seconded by Joe Wiggins, and unanimously carried **THAT** Sam Lincoln be reappointed to the Down East RPO TAC Committee for a two-year term to expire December 31, 2015.

## **6. BOARD APPOINTMENT - SOCIAL SERVICES BOARD**

**MOTION** made by Joe Wiggins, seconded by Sondra Ipock-Riggs, and unanimously carried **THAT** Zack Koonce be reappointed to the Social Services Board for a three-year term to expire December 5, 2016.

**7. APPOINTMENT - TAX ASSESSOR**

**MOTION** made by Joe Wiggins, seconded by Sondra Ipock-Riggs, and unanimously carried **THAT** Samuel Croom be appointed as Tax Assessor for a four-year term to begin on January 1, 2014, and end on December 31, 2017.

**8. CHARGE TAX COLLECTOR**

**MOTION** made by Joe Wiggins, seconded by Sondra Ipock-Riggs, and unanimously carried **THAT** Samuel Croom be appointed as Tax Collector effective January 1, 2014.

**9. QUOTE - WATER DEPARTMENT**

Franky Howard, County Manager, presented a quote for a replacement drawer for the drive-thru window in the Water Department. The current drawer is broken and needs to be replaced.

**MOTION** made by Sondra Ipock-Riggs, seconded by Joe Wiggins, and unanimously replaced **THAT** the purchase of a drive-thru drawer from Spectrum Financial Systems, Inc. be approved in the amount of \$5,320 using Water Capital Funds.

**10. AUTOMATIC METER READING PROJECT - PAY REQUEST NUMBER 3**

**MOTION** made by Joe Wiggins, seconded by Sondra Ipock-Riggs, and unanimously carried **THAT** Pay Request Number 3 for the Automatic Meter Reading System be approved for payment in the amount of \$282,806.28.

**11. CROATAN REGIONAL BIKE PLAN**

**MOTION** made by Sondra Ipock-Riggs, seconded Joe Wiggins, and carried **THAT** the Resolution for Endorsement of the Croatan Regional Bike Plan be approved, a copy of which is marked Exhibit B and is hereby incorporated by reference and made a part of these minutes.

**12. TOBACCO BUYOUT PAYMENTS**

The board discussed the possibility of the cancellation of the tobacco buyout payments for next year. The board agreed that letters will be submitted to members of congress in opposition of this process.

**13. THE ART OF PUBLIC SPEAKING TRAINING**

The board was presented with information concerning a class to be held in New Bern by the UNC School of Government for public speaking. The board agreed to send Zack Koonce since he had expressed interest in attending and Mike Haddock since he is the Chairman.

**14. DEPARTMENT CONCERNS - SONDRA IPOCK-RIGGS**

Mrs. Ipock-Riggs stated that she called the Health Department at 1:30 on the Wednesday prior to our meeting and no one answered the phone. The department had been shut down for an employee event. Mrs. Ipock-Riggs stated that she called back later and asked how many patients had been seen that day and there was only one patient for the

day. Mrs. Ipock-Riggs stated that we need to have a joint meeting with the Jones County Board of Health to discuss this issue. Mr. Howard explained that the Health Department had obtained permission from the Health Board to close the facility for the event. She questioned why the state consultants were still here and Mr. Howard explained that they are working on accreditation. If we lose accreditation we will lose state funds and the county will be required to fund mandated services 100% out of pocket. Mrs. Ipock-Riggs asked Jimmie Hicks, County Attorney, if the Health Department or DSS could close any time they wanted to and Mr. Hicks explained that they are autonomous from the rest of the county and, yes, they can close without permission from the county. Sondra Ipock-Riggs requested the names of the Health Board members.

### **PUBLIC COMMENT PERIOD**

E.J. (Joey) Collins, citizen, questioned how much funding the county provides for the Health Department at the local level. Mr. Howard explained that of the \$1 million overall budget the county provides funding in the amount of approximately \$500,000. Mr. Collins stated that he understood that Health and DSS were contracted out and Mr. Howard explained that is not correct.

### **COUNTY MANAGER'S REPORT**

Mr. Howard reminded the board of the State Employees' Credit Union ribbon cutting ceremony scheduled for December 5, 2013. The board also discussed other event dates and times for the upcoming week like the EDC meeting and Christmas Downtown Trenton.

Mr. Howard explained that we have contacted Jay Bender with the Town of Pollocksville to schedule the joint meeting previously discussed. This meeting will likely take place in January.

Mr. Howard was asked at the previous meeting to obtain information on DMV Trust Funds available to Jones County. The DMV Trust Funds for Jones County are -1,702.10. We have loan funds available in the amount of \$576,923.08 that would need to be drawn down by February if these funds are to be used.

At the request of citizens Mr. Howard contacted Preston Hunter from the DOT in regards to the traffic accident on Hwy 41 and Ten Mile Fork Road and about the speed bumps on Paul Drive. Mr. Howard is still waiting on a response from Mr. Hunter.

Mr. Howard informed the board that Onslow Container Service (OCS) was bought out by Waste Industries and we will likely bid out the trash service in the near future.

Mr. Howard informed the board that the Brock Mill Jamboree featuring Joe Diffie was to be held this coming Saturday, December 7, 2013.

### **COMMISSIONER'S REPORTS**

*Mike Haddock-*

Mr. Haddock congratulated Clerk to the Board, Jennifer King, for completing the FELLOWS program at the UNC School of Government. Mrs. King was one of 50 chosen from over 250 applicants. Selection for the program was based on the identification of emerging leaders in local government and the quality of applicants.

**MOTION** made by Joe Wiggins, seconded by Sondra Ipock-Riggs, and unanimously carried **THAT** the meeting be adjourned at 9:40 a.m.

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Mike Haddock  
Chairman

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Jennifer King  
Clerk to the Board

**EXHIBIT A**

BOARD OF COUNTY  
COMMISSIONERS

FRANK EMORY, Chairman  
8466 Hwy 41 West  
Richlands, NC 28574

MIKE HADDOCK, Vice Chairman  
2314 Wyse Fork Rd.  
Trenton, NC 28585

SONDRA IPOCK RIGGS  
862 Riggstown Rd.  
Pollockville, NC 28573

JOSEPH F. WIGGINS  
641 Richlands Road  
Trenton, NC 28585

ZACK KOONCE  
1539 Ten Mile Fork Road  
Trenton, NC 28585



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COUNTY MANAGER

FRANKY J. HOWARD  
P.O. Box 340  
Trenton, NC 28585

COUNTY ATTORNEY

JIMMIE B. HICKS  
P.O. Drawer 889  
New Bern, NC 28563

CLERK TO THE BOARD

JENNIFER KING  
P.O. Box 340  
Trenton, NC 28585

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### RESOLUTION APPOINTING REVIEW OFFICERS

**WHEREAS**, S.L. 1197-309 (S875) makes a number of significant changes in the procedures for recording maps and plats; and

**WHEREAS**, the main purpose of the law is to transfer the responsibility for reviewing plats to determine whether they meet recording requirements from the Register of Deeds to a Review Officer; and

**WHEREAS**, G.S. 47-30.2 requires the Board of County Commissioners in each County, by resolution, to appoint a person to serve as Review Officer to review each plat before it is recorded and certify that it meets the statutory requirements for recording; and

**WHEREAS**, it is the desire of the Jones County Board of Commissioners to insure an expeditious review of all maps and plats as required by G.S. 47-30.2 before they are presented to the Register of Deeds for recording.

**NOW, THEREFORE, BE IT RESOLVED**, effective December 2, 2013, that Samuel Croom and Gairy Canady, Jr. in the Jones County Tax Office are hereby appointed to perform all responsibilities as required for Review Officer under the appropriate North Carolina General Statutes. In addition, Samuel Croom and Gairy Canady, Jr. may delegate to other members of the Tax Office to perform all responsibilities as required for Review Officer.

**BE IT FURTHER RESOLVED** that a copy of this Resolution designating the Review Officers be recorded in the Jones County Register of Deeds Office and indexed in the name of the Review Officer.

This the 2nd day of December, 2013.



*Jennifer King*  
Jennifer King, Clerk to the Board

*Mike Haddock*  
Mike Haddock, Chairman

BOARD OF COUNTY  
COMMISSIONERS

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Trenton, NC 28585

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**RESOLUTION FOR ENDORSEMENT  
OF THE CROATAN REGIONAL BICYCLE PLAN**

**WHEREAS**, the Jones County Board of Commissioners seeks to promote safe, efficient, and convenient bicycle transportation throughout the community and theregion, and

**WHEREAS**, the North Carolina Department of Transportation has provided the necessary funds to develop the Croatan Regional Bicycle Plan for the counties of Carteret, Craven, Jones, Onslow, and Pamlico and their municipalities, and

**WHEREAS**, the Croatan Regional Bicycle Plan has been developed in coordination with local governments, the North Carolina Department of Transportation, the Jacksonville Urban Metropolitan Planning Organization, the Down East Rural Planning Organization, the National Forest Service, the North Carolina Trails Program, and other interested parties, and

**WHEREAS**, the Croatan Regional Bicycle Plan provides synergy with the locally adopted plans by identifying necessary improvements to connect the municipalities and communities throughout the region, and

**WHEREAS**, the North Carolina Department of Transportation assigns additional points in the state's prioritization process to bicycle projects identified in locally adopted plans, and

**WHEREAS**, improving bicycle access improves recreational opportunities, promotes tourism and community vitality, encourages greater physical and social wellbeing, and reduces dependence on automobiles.

**NOW, THEREFORE, BE IT RESOLVED THAT:**

Section 1: As part of its efforts to provide for a more sustainable and livable future for the citizens of Jones County the Jones County Board of Commissioners endorses the recommendations of the Croatan Regional Bicycle Plan which identify opportunities for improving the safety and effectiveness of bicycle circulation throughout the region.

Section 2: The Croatan Regional Bicycle Plan will serve as a guideline and resource for local and state officials for the implementation of future planning decisions related to the development of bicycle facilities throughout the region.

Section 3: Communities that adopt this plan will mutually support one another in seeking state and federal funds to complete the recommendations identified in this plan.

Section 4: City/County staff or other designees are directed to participate in the implementation of this plan though being a part of the Croatan Regional Bicycle Plan working group.

This the 2nd day of December, 2013.



*Jennifer King*  
Jennifer King, Clerk to the Board

*Mike Haddock*  
Mike Haddock, Chairman